PRIVATE COLLEGES ACCREDITATION BOARD

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Phone (403) 422-4241

The Honourable Dave Russell
Deputy Premier and Minister of
Advanced Education
323 Legislature Building
Edmonton, Alberta
T5K 2B6

Dear Mr. Russell:

Herewith is the second Report of the Private Colleges Accreditation Board for the period of July 1, 1985 to March 31, 1987.

Respectfully,

Gordon L. Mowat
Chairman

Alberta

Established by the Universities Amendment Act, 1983

1. Membership of the Board

The Board consists of thirteen members appointed by the Minister of Advanced Education: a chairman; four members of the public; four university academic staff members nominated by the Universities Co-ordinating Council; and four private college academic staff members nominated jointly by the presidents of the private colleges.

In addition, the Minister designates an official from his Department to attend meetings in a non-voting capacity. The services of an executive secretary are provided to the Board by the Minister.

During the reporting period, the following individuals have served the Board.

Dr. John Patterson:	Chairman (to January 7, 1986)
Dr. Gordon Mowat:	Chairman (from January 8, 1986)
Dr. Richard Cooke:	Public Member (Vice-Chairman effective April 14, 1986)
Ms. Maureen Towns:	Public Member (to January 7, 1986)
Mr. Ed Makarenko:	Public Member (from January 8, 1986)
Ms. Caroline Skelly:	Public Member (from May 23, 1986)
Mr. George Lomas:	Public Member (to October 19, 1986)
Mrs. Margaret Noble:	Public Member (from October 20, 1986)
Dr. Don Detomasi:	University Member
Professor Laurence Hoye:	University Member
Dr. Henry Kreisel:	University Member
Dr. Dominique Abrioux:	University Member (from August 27, 1984)
Dr. Judith Meier:	Concordia College
Dr. Reo Ganson:	Canadian Union College
Dr. Peter Mahaffy:	The King's College
Dr. Chester Olson:	Camrose Lutheran College
Dr. Henry Anderson:	Alberta Advanced Education (to March 31, 1987)
Mr. Andy Stojak:	Executive Secretary (to July 11, 1986)
Dr. Larry Orton:	Executive Secretary (from July 14, 1986)

2. Activities

Proposals

During this reporting period, the Private Colleges Accreditation Board met nine times. Two meetings included visits to The King's College and Concordia College. The work of the Board centered on the applications which had been received from Canadian Union College in College Heights, The King's College and Concordia College in Edmonton.

The King's College proposal to offer a three-year B.A. degree program was reviewed and on May 12, 1986 preliminary approval was given and External Evaluators were appointed. This Evaluation Team visited the College on October 27 and 28, 1986 and its report was submitted in time for consideration at the Board's meeting in January 1987. At that meeting, the Board approved the College's application. Subsequently, the Minister accepted the Board's recommendation that accreditation be granted.

In March 1986 the Board reviewed the basic documents provided by Concordia College in support of its proposal to offer three-year B.A. and B.Sc. degree programs and agreed the College could proceed with its self-study. In February 1987 all documents provided subsequently by the College were reviewed and an Evaluation Team was appointed. The Evaluation Team visited the College on March 23 and 24, 1987. It is expected that the Team's report will be provided to the Board in time for consideration at its June 1987 meeting.

At its meeting of April 14, 1986, the Accreditation Board rejected the original proposal from Canadian Union College. In September 1986 Canadian Union College submitted a revised proposal. Initial consideration of that proposal will take place at the Board's April 1987 meeting.

Accreditation Handbook

Throughout the fall of 1986, the Board developed policies and regulations designed to systematize its work. This was a major undertaking involving four meetings and considerable work between regular meetings of the Board. It is the Board's expectation that the investment of this time and energy will simplify the handling of applications from private colleges and will let all concerned parties know more precisely the expectations of the Board with respect to proposed degree programs in Arts and Science.

These policies and regulations have been incorporated into an Accreditation Handbook which will soon be ready for distribution.

3. Administration

The Board made some administrative improvements in its operations during this reporting period. At its meeting of April 14, 1986 the Board elected its first Vice-Chairman. Initially, the Board was privileged to have the services of Andy Stojak and Judy Young, who were able to serve the Board on a part-time basis only. In July, 1986, the Board obtained its first full-time Executive secretary and Office Manager: Larry Orton and Judy Young, respectively. As this reporting period ends, the Board is looking forward to having the staff move into new facilities, which will accommodate a reception area and an office for the Chairman.

4. Inventory of Private Colleges

The Executive Secretary of the Accreditation Board prepared for the Board's use an inventory of all the independent colleges in Alberta. No such inventory had been available, and without this research the Board had no basic information even on the colleges which had been established under private Acts of the Legislature. The work which was done for the Board's use includes not just the colleges established under private Acts, but all of the post-secondary institutions in the Province, except those covered by the Private Vocational Schools Act. The final document will be circulated for the use of officials throughout government.

5. Other Matters

Other matters relating to the mandate of the Board have arisen during this reporting period.

5.1. The Universities Act makes it clear that a college which has its own private Act of the Legislature is potentially eligible to make application to the Board for the accreditation of degree programs. The Board, however, has superimposed a further requirement that a college must have been affiliated with an Alberta university for a period of at least three years.

The Board has received enquiries, however, from several non-affiliated colleges regarding their eligibility to make application to offer degree programs. While the Board's requirement of affiliation renders such colleges ineligible, they will almost certainly press their cases in the not-too-distant future.

5.2. The **Universities Act** places no limits on the fields of study in which a college may aspire to offer degree programs. There are clear indications that private colleges plan to offer degree programs other than in Arts and Science. At least two private colleges intend to apply to offer additional degree programs in education or social work, or both.

In the case of professional degrees, bodies other than the Private Colleges Accreditation Board also have some jurisdiction. The Universities Coordinating Council has a role to play in the approval of any professional program which is governed by professional legislation. The Department of Education certifies teachers and therefore also has some power of approval of the nature of teacher education programs.

Clearly, then, the Board will have to consult with such bodies in order to achieve some coordination of activities and, perhaps, to avoid a chaotic situation with respect to approval of professional degree programs.

5.3. The **Universities Act** requires the Board to arrange periodic evaluations of accredited degree programs in private colleges. Although the Board could act unilaterally in this matter, it should first consider other facets of the post-secondary system. Some colleges which are presently affiliated with a university may wish to retain an affiliation agreement. Other colleges may not. The periodic review must accommodate such probabilities. Again, consultation with a university holding an affiliation agreement with a private college will be desirable.

The development of a plan for the conduct of periodic reviews is the next major task facing the Board. Preliminary discussion within the Board will take place at the April 6, 1987 meeting.

5.4 Concluding Statement. With respect to the matters treated in this section, the Board may have to modify existing policies, regulations and practices as first cases arise. In the interests of economy it may also request statements of policies of the provincial government regarding various matters. Such policies, it now appears, would expedite the Board's work and probably save both time and money.

6. Major Events

January 8, 1986	Dr. Gordon Mowat replaced Dr. John Paterson as Chairman of the Board.
February 10, 1986	Eighth meeting of the Board. The Board discussed matters relating to the appointment of a Vice-Chairman, the procedures for and the use of affiliation reviews, and established a sub-committee to review professional programs.
March 10, 1986	Ninth meeting of the Board; held at The King's College. The Board agreed to proceed with a review of Concordia College's self-study and proposal.
April 14, 1986	Tenth meeting of the Board. The members elected the Board's first Vice-Chairman. The Board agreed that detailed materials submitted by Canadian Union College for application to offer baccalaureate programs were not satisfactory and asked the College to consider submitting a new proposal. The Board agreed to send an Evaluation Team to The King's College.
May 9, 1986	The Board released its first Annual Report.
May 12, 1986	Eleventh meeting of the Board; held at Concordia College. The discussion centered around Concordia College's proposal and matters to be discussed when the Board resumed meeting in the fall of 1986.
July, 1986	Two full time staff members assigned to the Board.
September 25 & 26, 1986	Twelfth meeting of the Board. The Board commenced work on an Accreditation Handbook. Canadian Union College submitted a new proposal.

October 16 & 17, 1986	Thirteenth meeting of the Board. The Board focused its attention on working on the Accreditation Handbook for this meeting and the following meetings until this work was completed.
October 27 & 28, 1986	Evaluation Team visited The King's College.
December 8, 1986	Evaluation Team submitted its report on The King's College
December 11 & 12, 1986	Fourteenth meeting of the Board. The Board continued work on the Accreditation Handbook and agreed to resume consideration of applications at its January meeting.
January 22 & 23, 1987	Fifteenth meeting of the Board. The Board approved The King's College proposal to offer baccalaureate degrees.
February 19 & 20, 1987	Sixteenth meeting of the Board. Concordia College's proposal was given initial approval and External Evaluators were appointed to visit the College. The Accreditation Handbook was approved for distribution. Board members agreed to devote the April 6, 1987 meeting to a detailed examination of the new proposal from Canadian Union College.
March 12, 1987	The Order in Council was signed, giving approval for The King's College to offer a Bachelor of Arts degree.
March 23 & 24, 1987	External Evaluators visited Concordia College.

Summary of Expenditures
July 1, 1985 – March 31, 1986

Travel	
Board	$ 2,624.05
Evaluation Teams	Nil
Other	98.40
Honoraria and Professional Services	
Board	5,395.00
Evaluation Teams	Nil
Other	Nil
Meeting Expenses	
Facilities	1,028.80
Meals	135.76
Office Expenses (materials & supplies)	3,317.45
Total	**$ 12,599.46**

Summary of Expenditures
April 1, 1986 – March 31, 1987

Travel	
Board	$ 14,544.11
Evaluation Teams	1,554.05
Other	1,158.90
Honoraria and Professional Services	
Board	32,155.00
Evaluation Teams	11,700.00
Other	Nil
Meeting Expenses	
Facilities	1,103.82
Meals	1,676.37
Office Expenses (materials & supplies)	917.57
Total	**$ 64,809.82**